



The City of Lynwood Is Seeking  
A New Director of Redevelopment  
And Deputy Director of Redevelopment

## THE COMMUNITY

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Located in the southern portion of Los Angeles County near the Orange County border, the City of Lynwood is home to more than 72,000 residents. Lynwood was incorporated in 1921 as a growing residential community that had strong agricultural roots. Today, the 4.9 square mile bedroom community of 15,000 households is a community in transition. The City Council has embraced an exciting agenda for change that will result in an improved quality of life and abundant community pride laying the foundation for a vibrant and healthy future. The City Manager is seeking progressive and talented candidates who can lead the organization toward realizing this vision.

## CALIFORNIA'S NEXT TURNAROUND STORY

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In order to transform Lynwood into a vibrant and desirable community, the City Manager is seeking strong visionary leaders to help guide the most aggressive revitalization effort ever in Southern California. If you are interested in playing a significant role in redefining the quality of life in a City with unlimited potential, Lynwood offers incomparable career opportunities. The pivotal role the new Director and Deputy Director of Redevelopment will play in redesigning an ideally located community cannot be understated.

Consistent with the City Council's commitment to creating a stronger future for the community, the Council unanimously appointed Enrique Martinez to be Lynwood's new City Manager in March 2005. An experienced city manager, Mr. Martinez most recently served as Assistant City Manager for the City of Pasadena. Previously, he served as City Manager in the cities of Colton and Bell Gardens, CA, Palm Beach Gardens, FL as well as Deputy City Manager in San José, CA.

The incoming Director and Deputy will be the most recent additions to an evolving group of exceptional managers. Since Mr. Martinez was appointed, he has recruited a new Assistant City Manager/Director of Finance. Marianna Marysheva was formerly the Budget Director in Oakland before starting her new role in Lynwood. Sandra Rocha from the City of Pomona joined the organization in December as the



new Human Resources Director. These new leaders were selected not only for their impressive technical expertise, but also for their contagious energy, results oriented style and sincere desire to realize significant change for the betterment of an organization and a community. Lynwood is also currently engaged in searches for a new Director of Environmental Services, Deputy Director of Development Services, and the City's first Marketing Manager.

## CITY GOVERNMENT

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The City of Lynwood is a general law city pursuant to California law and operates under the council-manager form of government. Five City Council Members are elected at large to four-year, staggered terms. The Mayor and Mayor Pro Tem are selected by his/her peers for one-year terms. There are no term limits in Lynwood. Other elected officials include the City Clerk and City Treasurer.

Common to Los Angeles County, Lynwood is a "contract city." While most of the municipal operations and services are encompassed within city government, Lynwood contracts with the County for public safety services through the Los Angeles County Sheriff and Fire Departments. The County also operates the popular Lynwood Library located within the Civic Center. In addition, City Attorney services are provided contractually by two private firms specializing respectively in local government and redevelopment.

City Departments include Development Services, Environmental Services, Finance & Administration, Human Resources, Recreation & Community Services and Redevelopment. Lynwood operates on an annual budget of \$42 million with the help of 170 full-time employees.

For additional information on the City of Lynwood, visit the City's website at [www.lynwood.ca.us](http://www.lynwood.ca.us).

The bar has been raised.

The team is being assembled.

The transformation begins.

## REDEVELOPMENT DEPARTMENT

The Department is responsible for the City's redevelopment, housing and economic development functions. The Redevelopment Director also serves as the Redevelopment Agency's Deputy Executive Director while the City Manager serves as Executive Director of the Agency. The entire Department is supported by a staff of seven and an annual operating budget of \$2 million. The Agency has a tax increment revenue capacity of over \$3 million.

The incoming Redevelopment Director and Deputy Director will have the unique chance to reinvent the image and character of an entire community, including creating a distinguishable downtown. While the Director will be expected to provide the strategic leadership for the Department and numerous active projects, the Deputy will assume responsibility for day-to-day operations.

### Current Projects

There are a number of housing projects with executed agreements where site assembly is taking place. Several other exciting commercial projects are in the negotiations stage.

The primary housing projects with Disposition and Development Agreements (DDAs) currently executed include:

- **Triangle Project** – 120 unit single-family
- **Whispering Glen** – 39 unit single-family
- **Fernwood Estates** – 42 unit single-family

Commercial projects currently in the negotiations stage:

- **Lynwood Auto Plaza** – 38.5 acre proposed auto center with up to five new dealerships in the vicinity of the I-105 and I-710 freeways
- **Long Beach Blvd. & Atlantic Ave.** – various development opportunities exist along two of the City's major corridors



## THE IDEAL CANDIDATE

In addition to being a skilled administrator and strong manager of people, ideal candidates will be extremely creative and resourceful. The individuals selected will play a critical role in transforming a Department and the entire City.

**Experience** – The new **Director** will be well versed in all areas of redevelopment, economic development and housing, including the management of CDBG funds and programs. He/she will possess at least five years of increasingly complex responsibility in a public sector setting, including a minimum of two years as a supervisor. The ideal candidate will be a proven and effective leader of change who is inspired by the potential of people and a community.

The **Director** must be capable of serving as a credible technical advisor to the City Manager, the City Council, fellow department heads, staff, commissions and committees, along with other external stakeholders. He/she will be expected to possess impressive contemporary knowledge of planning, redevelopment, economic development and housing practices, as well as demonstrated success in all areas. Comprehensive knowledge of the legal and financial aspects associated with redevelopment is essential.

The **Deputy** will have a minimum of three years of related experience with a strong emphasis on effective project management and possess a sophisticated level of knowledge in at least one relevant area. Expertise in redevelopment and economic development is highly desirable.

**Education** - A Bachelor's degree in planning, architecture, public administration or related discipline is required for both positions. A Master's degree in a related course of study is strongly preferred for the Director.

### Professional Characteristics

In addition to the previously mentioned criteria, the management style and other important qualities and essential skills the City Manager is seeking in new managers include:







- Self-starters who are proactively accountable
- Effective managers and developers of people
- Extraordinarily visionary and creative
- Superior communicators (verbal and written)
- Innovative and effective problem solvers
- Capable of managing a large portfolio of high profile responsibilities
- Resilient multi-taskers
- Displays comfort in leadership roles
- Exhibits sound judgment
- Strategic thinkers
- Ability to attract and hire outstanding talent
- Action oriented - enjoys fast-paced professional environment
- Effective coaches and mentors
- Politically sensitive and aware
- Positive change agents
- Displays uncompromising integrity

The new Director and Deputy will have the opportunity to build an incomparable portfolio of accomplishments thereby favorably positioning their careers for larger scale professional opportunities within a relatively short period of time.

## COMPENSATION & BENEFITS

The salary for the **Director** goes up to \$130,000. The salary for the **Deputy** position is currently under review and will be competitive in accordance with qualifications and experience. In addition to salary, Lynwood offers a benefits package which includes:

**CalPERS** – The City offers a 3% at 60 formula, which is fully paid by the City.

**Deferred Compensation** – The City offers the CalPERS 457 plan.

**Medical Insurance** – Employees are covered 100% by the City for the selected health plan through the CalPERS system. Dependents may also be covered with the City contributing up to the family coverage rate of the Kaiser HMO plan toward any medical plan selected by the employee.

**Dental/Vision Insurance** – Covered at 100% by the City for employees and their dependents.

**Life Insurance** – Life, AD&D covered at 100% by the City.

**Long Term Disability Insurance** – This coverage is offered through CalPERS at the employees' cost.

**Vacation** – Accrued at the rate of two weeks each year with increases based on years of service.

**Other Leave** – Holidays: 70 hours annually. Executive Leave: 90 hours annually.

**Auto Allowance** – \$500 per month (Director) \$300 per month (Deputy)

## APPLICATION PROCESS & RECRUITMENT SCHEDULE

The filing deadline for both recruitments is **Monday, February 13, 2006**. To be considered for either opportunity, please submit a cover letter specifying position applying for, a resume that reflects size (staff, budget) and scope of current/most recent organization and responsibilities, list of six professional references, plus current salary information. For additional information regarding this opportunity, contact:



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Following the final filing deadline, candidates with the most relevant qualifications will immediately be granted interviews by the consultants. Those individuals determined to be best suited for the position will then be interviewed by the City in March. After the completion of thorough background and reference checks, the appointment of the Director is projected for late March. The selection of the Deputy will be finalized shortly thereafter.